

2023

# **Audit Inspector**

**Detailed job  
specification**

**October 2023**

### **Disclaimer**

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## Vision

Public trust and confidence in quality auditing and accounting



## Mission

Upholding quality corporate reporting and an accountable profession

## Our Values



### Excellence

Striving to be the best we can be



### Independence

Regulating impartially and objectively



### Integrity

Being trustworthy and respectful

## **1. IAASA**

The Irish Auditing and Accounting Supervisory Authority ('IAASA') is the independent body in Ireland responsible for, amongst other matters, the:

- a) inspection and promotion of improvements in the quality of auditing of public interest entities;
- b) examination and enforcement of certain listed entities' periodic financial reporting;
- c) supervision of the regulatory functions of the prescribed accountancy bodies; and
- d) adoption of standards on auditing, professional ethics and internal quality control.

## **2. Post overview**

The role of an Audit Inspector is to inspect the quality of the audits of public interest entities as well as the internal quality control processes of the major audit firms. Additionally, audit inspectors will inspect the quality of work performed to support the assurance provided on sustainability reporting of public interest entities in accordance with the Corporate Sustainability Reporting Directive (CSRD). An inspector will participate in inspections of the major audit firms dealing with senior staff and partners at those firms.

## **3. Essential requirements**

The successful candidate will be eligible to be a member of a Recognised Accountancy Body or the Information Systems Audit and Control Association, and be able to demonstrate:

- substantial and recent experience at audit manager level or above auditing listed companies or other major entities. Experience at a large audit firm preferred; insurance, ICT audit, or sustainability experience will be an advantage;
- excellent knowledge of reporting frameworks and auditing standards;
- proven ability to work effectively with others to achieve a common task and strong teamwork ethic;
- confidence and ability to engage with and, where appropriate, challenge senior audit firm staff and partners;
- strong communication skills, both oral and written; and
- an appreciation of IAASA's objectives and values.

## **4. Indicative description of principal duties and responsibilities**

Such duties and responsibilities include:

- conducting inspections of audit firms, including:
  - their quality control structures, audit methodologies;
  - audit working papers relating to public interest entities including credit institutions, insurance undertakings and listed entities; and
  - working papers related to assurance on CSRD reporting for public interest entities;
- performing risk analysis in respect of key audit/assurance areas and developing appropriate inspection methodologies to respond to those risks;
- evaluating the quality of the audit/assurance work, including the judgements made in key auditing and reporting issues;
- interviewing audit firm personnel about the firm's structures, methodologies and audit work under review;
- identifying deficiencies and making recommendations for improvements;

- communicating findings via meetings and reports;
- researching technical issues and current market issues affecting auditing and sustainability assurance;
- presenting at public or regulator events on the results of our work or related regulatory topics;
- undertaking thematic reviews of audit related issues; and
- managing and participating in initiatives aimed at improving audit and sustainability assurance quality.

This outline is indicative only and duties may be altered from time to time, as considered necessary or otherwise appropriate, at the discretion of the Head of Operations or the Chief Executive. IAASA's offices are in Naas, Co Kildare. IAASA operates a flexible working policy but the role will require attendance at the office in Naas as well as engagement with stakeholders in Ireland and overseas. Part-time may be considered, but full-time preferred.

## 5. Salary

This is a permanent position and the salary on commencement, which is non-negotiable, is €98,665, rising annually following each year's satisfactory performance on the following scale:

€98,665; €102,852; €107,006; €111,191; €114,722(Max); €118,384<sup>1</sup>; €122,041<sup>2</sup>.

Increments (other than long service increments), subject to satisfactory performance, may be awarded annually.

Alternative arrangements may apply to serving public servants. The rate of total remuneration may be adjusted from time to time in accordance with government pay policy as applying to public servants generally.

## 6. Other terms of employment

- 6.1. *Public service status*: IAASA is a state body established in 2006 and carries out its functions under the provisions of the Companies Act 2014. As such, its employees are public servants.
- 6.2. *Superannuation*: The successful candidate will be a member of the Single Public Service Pension Scheme<sup>3</sup> unless s/he was a public servant in the 26 weeks prior to being offered the contract. Scheme membership, contributions and benefits are in accordance with terms set down by the Minister for Public Expenditure, NDP Delivery & Reform, and are dependent on personal circumstances on recruitment.
- 6.3. *Location*: IAASA's offices are in Naas, Co Kildare. As stated above, IAASA operates a flexible working policy but the role will require attendance at the office in Naas as well as engagement with stakeholders in Ireland and overseas. Travel and subsistence allowances are paid in accordance with rates applicable to civil servants.
- 6.4. *Annual Leave*: The annual leave allowance is as applicable to a civil service Principal Officer (standard scale), currently 30 days. This is in addition to statutory public holidays and Good Friday.
- 6.5. *Professional subscriptions and Continuing Professional Development ('CPD')*: IAASA reimburses the annual membership subscription to the incumbent's principal Recognised Accountancy Body, and all mandatory CPD. IAASA also supports participation in relevant training and professional

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<sup>1</sup> Long service increment 1: payable after three years' satisfactory service on the maximum.

<sup>2</sup> Long service increment 2: payable after six years' satisfactory service on the maximum.

<sup>3</sup> The SPSPS is a Defined Benefit scheme. Existing public servants may be eligible for membership of IAASA's Superannuation Schemes.

development courses related to an employee's business activities including, but not limited to mandatory CPD activities.

### **7. Application procedure**

Persons interested in this role should send a *Curriculum Vitae* together with a brief covering letter setting out how they meet the above requirements to [careers@iaasa.ie](mailto:careers@iaasa.ie). Applications are being accepted by e-mail only, and must include the term 'audit inspector' in the subject line. Applications will be acknowledged within two working days.

The deadline for the receipt of applications is **12:00 noon on Monday, 13 November 2023**. Late applications will not be considered.

### **8. Selection process**

The selection process includes the following elements:

- Dependent upon the number of applications received, the Authority may shortlist respondents. In the event that this is the case, short-listing will be based solely on the material submitted. The interview board will have due regard for the need to maximise the breadth of experience of the Unit's cohort of Audit Inspectors.
- Thereafter, applicants, or in the event of short-listing those respondents that have been shortlisted, shall be invited for interview on **Monday, 20 November, in the Authority's offices in Naas**.
- Successful candidates at this point will be invited for second interview, which may include a case study and/or presentation.
- IAASA hope to form a panel of suitably qualified candidates for future similar vacancies, which will be kept on place for two years.

### **9. Further information**

Persons interested in having a confidential discussion regarding this role should submit their preferred contact details to [careers@iaasa.ie](mailto:careers@iaasa.ie).

Further information on IAASA and its activities can be obtained at [www.iaasa.ie](http://www.iaasa.ie).

IAASA is committed to a policy of equal opportunities and welcomes applications from people with disabilities.



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